

REGULAR MEETING OF THE CITY COUNCIL
CITY OF CALEDONIA, MINNESOTA
Monday, November 27, 2006

CALL TO ORDER: Following due call and notice thereof, Mayor Morey called the meeting to order at 7:05 p.m. in the Council Room, City Hall.

ROLL CALL: Members present: Mayor Michael J. Morey; Council Members Paul Fisch, Randi Vick, Gary Klug and Robert Standish. Members absent: None. Consultants and City staff present: Michael Gerardy, Stephanie Mann and Robert L. Nelson. Visitors present: Jane Palen, Report.

CONSENT AGENDA: Following brief discussion, a motion was made by Member Fisch, seconded by Member Klug, to approve the Consent Agenda items, listed below. All members voted in favor and the motion was declared carried.

A. MINUTES OF PAST MEETINGS: To approve the minutes of the Regular Meeting held Monday, November 13 and Special Meeting held Thursday, November 16, 2006, as presented.

VISITORS AND COMMUNICATIONS

A. ADMINISTRATIVE COORDINATOR:

1. ELECTRIC DEPARTMENT GARAGE: Administrative Coordinator Gerardy requested authorization to purchase 2 stage heaters for the electric department building directly from the manufacturer for an approximate cost of \$4,300 plus Minnesota Sales Tax. These units provided 95,000 btu on low heat and 195,000 btu on high heat. Following brief discussion, a motion was made by Member Vick, seconded by Member Fisch, to authorize the purchase for the amount of approximately \$4,300 plus Minnesota Sales Tax. All members voted in favor and the motion was declared carried.
2. ELECTRIC DEPARTMENT GARAGE: Mr. Gerardy recommended approval of change order #1 for the project, being to replace a plastic sheeting with a 1 quarter inch blanket insulation vapor barrier which would theoretically keep the concrete floor from sweating on hot humid days. The change of materials would increase the cost by \$2,140. In response to inquiry, Mr. Gerardy stated this cost would be less than substituting Styrofoam in place of the plastic sheeting. Following discussion, a motion was made by Member Fisch, seconded by Member Standish to approve Change Order #1 in the amount of \$2,140 for substitution with the vapor barrier. All members voted in favor and the motion was declared carried.
3. FOUNDERS DAYS ACTIVITIES: Mr. Gerardy reported that city staff has been working with Founders Days Members, helping to fill buckets with sand and locate them for installation of Christmas trees when they arrive. Myron Kinneberg is making arrangements for auditorium activities.

B. ACCOUNTANTS REPORTS: Stephanie Mann, Accountant, reported the total amount of city investments as of October 31, 2006, was \$3,179,869 and cash in bank was \$450,171.07. She also presented a schedule of long term debt and schedule of payments. Further, she reviewed a budget worksheet – monthly YTD Analysis for the general fund and enterprise funds.

OLD BUSINESS

A. AMBULANCE VEHICLE: Clerk Nelson reported that Robert Augedahl, Ambulance Director, reported that a demonstrator ambulance is near certainly available with a trade in price of approximately \$99,500, receiving a \$4,000 allowance for the present city ambulance. The new vehicle is expected to be delivered within the next few weeks.

B. CONTRIBUTION: A motion was made by Mayor Morey, seconded by Member Standish, to accept a pass-through contribution from the American Legion Post 191 in the amount of \$450 and transfer it to the Caledonia Balloon Rally Committee. All members voted in favor and the motion was declared carried.

C. SITE LEASE AGREEMENT: Clerk Nelson reviewed minimum changes to the most recently updated version of the site lease agreement proposed by Midwest Wireless Communications for mounting antenna on the city water tower at the north end of Decorah Street. Following discussion, a motion was made by Member Fisch, seconded by Mayor Morey to approve the agreement and direct a final copy be prepared for signature. All members voted in favor and the motion was declared carried.

NEW BUSINESS

A. COMMERCIAL SCDG: Upon the recommendation of the Economic Development Director with administrative oversight by the Southeast Minnesota Development Corporation, a motion was made by Member Fisch, seconded by Member Vick, to approve a Small Cities Development Grant Program Payment in the amount of \$6,374 for Commercial Project 030, Steven and Kathy Nelson, owners. All members voted in favor and the motion was declared carried.

B. LIQUOR STORE STAFFING: Upon the recommendation of Patty Gavin, Manager, a motion was made by Member Fisch, seconded by Mayor Morey, to appoint Dustin Gavin as a Part-Time Liquor Store Retail Clerk. All members voted in favor and the motion was declared carried.

C. AMBULANCE DEPARTMENT: Mayor Morey reported that he and Member Fisch had been considering a means to efficiently continue the Ambulance Service following the resignation effective date of Robert Augedahl as Director on November 30 until such time as a new director could be appointed. Mayor Morey said he and Member Fisch recommended the appointment of Mary Betz who agreed to perform the necessary day to day operations, typically performed by the director to keep the service operating until such time as appointment of a new, permanent director. The recommended rate of pay for this service would be at \$15.00 per hour while her continuation of regular EMT service would be at the same rate as other EMT's. Following discussion, a motion was made by Member Klug, seconded by Mayor Morey, to appoint Mary Betz to perform the necessary directors' duties at a rate of \$15.00 per hour until a permanent director was appointed. Members voting in favor: Morey, Fisch, Klug and Standish. Opposed: Vick. The motion was declared carried.

CLERK'S REPORT

A. WELLHEAD PROTECTION PLAN: Enclosed with the Agenda was a letter from the Minnesota Department of Health, acknowledging receipt of the Cities' Wellhead Protection Plan, and committing to a decision for approval or disapproval by January 28, 2007.

B. EMPLOYEE TIME RECORD: Enclosed with the Agenda was the Employee Time Record for pay period November 6 – 19, 2006.

C. WASTE WATER PLANT EQUIPMENT: Enclosed with the Agenda was an Invoice for installation of a new comminuter which was previously approved for an estimated cost presented by Tony Klug. The final cost is \$27,848.29.

D. GRANT APPLICATION: Enclosed with the Agenda for informational purposes was a copy of the letter of transmittal and grant agreement form for an application submitted by Chuck Gavin, Fire Chief, to AgStar for \$2,400 to purchase 6 Motorola Minnitor V Pagers. Clerk Nelson explained that the City now anticipates receiving the \$2,400 check and ordering the pagers. Thereafter, the City must report back to AgStar that the process has been completed, furnishing a copy of the Invoice and, if appropriate returning any excessive grant monies.

E. HERITAGE COMMUNICATIONS: Enclosed with the Agenda was a letter and informational sheet on the Highland Council, Scotland, responding to an invitation for representatives to attend the Annual Scottish Heritage Banquet.

F. CONSTRUCTION WORK PLAN, ELECTRIC DEPARTMENT: Clerk Nelson informed the Council that a detailed multi-page work plan document had been received from PowerPlus Engineering, reporting that two of three copies were furnished to the Electric Department staff with one copy being retained at the Clerk's Office. He invited any interested Council Members to review the document on loan.

ADJOURNMENT: There being no further business before the Council, a motion to adjourn was made by Mayor Morey and seconded by Member Vick. All members voted in favor, the motion was declared carried and the meeting then adjourned at 8:45 p.m. The next Regular Meeting of the City Council is scheduled for 7:00 p.m., Monday, December 11, 2006, in the Council Room, City Hall.

Michael J. Morey, Mayor

Robert L. Nelson
City Clerk – Administrator

SPECIAL MEETING OF THE CITY COUNCIL
CITY OF CALEDONIA, MINNESOTA
Monday, December 4, 2006

CALL TO ORDER: Following due call and notice thereof, Mayor Morey called the meeting to order at 5:03 p.m. in the Council Room, City Hall.

ROLL CALL: Members present: Mayor Michael J. Morey; Council Members Paul Fisch, Randi Vick, Gary Klug and Robert Standish (5:07 p.m.). Members absent: None. Consultants and City staff present: Robert L. Nelson. Visitors present: None.

FAIR LABOR STANDARDS ACT: Mayor Morey recessed the Special Meeting and open a Closed Meeting to conference with the Cities consulting attorney regarding a claim for wages due and owing by a city employee. The conference with the attorney, Julie Fleming-Wolfe, was conducted by speaker phone. Following the conference, Mayor Morey ended the close session and resumed the Special Meeting. A motion was made by Member Fisch, seconded by Member Klug, to designate Attorney Julie Fleming-Wolfe to act on behalf of the City, concerning a claim for wages due and owing, authorizing her to negotiate with James Logan to achieve an out-of-court settlement. All members voting in favor and the motion was declared carried.

ADJOURNMENT: There being no further business before the Council, a motion to adjourn was made by Member Fisch and seconded by Member Vick. All members voted in favor, the motion was declared carried and the meeting then adjourned at 5:55 p.m.

Michael J. Morey, Mayor

Robert L. Nelson
City Clerk – Administrator

SPECIAL MEETING OF THE CITY COUNCIL
CITY OF CALEDONIA, MINNESOTA
Monday, December 4, 2006

CALL TO ORDER: Following due call and notice thereof, Mayor Morey called the meeting to order at 6:03 p.m. in the Council Room, City Hall.

ROLL CALL: Members present: Mayor Michael J. Morey; Council Members Paul Fisch, Randi Vick, Gary Klug and Robert Standish. Members absent: None. Consultants and City staff present: Stephanie Mann, Michael Gerardy and Robert L. Nelson. Visitors present: None.

BUSINESS ITEM: TRUTH N TAXATION, 2007 BUDGET MEETING, 2006 LEVY: Mike Gerardy, Administrative Coordinator, reviewed a number of capital improvement items, proposed for purchase in 2007, which he had investigated for various departments and buildings within the City, stating the need or benefit of each. Thereafter, Stephanie Mann, Accountant, reviewed the worksheets and spreadsheets prepared for the meeting, showing detailed listings of line item budget amounts, capital outlay amounts and a detailed listing of anticipated revenues. The remainder of the meeting, following general explanations from Ms. Mann, was a line by line review of the revenues and expenditures, during which the Council made numerous changes, additions or deletions. When review of the line item budget was complete, the Council directed Ms. Mann to re-accomplish the document, entering changes made during the evening and reporting back with new totals for revenues and expenditures at the Continued Meeting which was originally advertised and now confirmed to be scheduled for 6:00 p.m., Thursday, December 14, 2006, in the Council Room, City Hall. At the Continued Meeting, the Council will make any final changes to the draft budget presented this evening had been in the initial amount of \$2,086,940 which included as part of the revenues a \$39,508 (10%) real estate tax levy increase of the 2005 tax levy.

RECESS: At 11:12 p.m., Mayor Morey recessed the meeting to be continued at the above stated time and date.

Michael J. Morey, Mayor

Robert L. Nelson
City Clerk - Administrator

SPECIAL MEETING OF THE CITY COUNCIL
CITY OF CALEDONIA, MINNESOTA
Thursday, December 7, 2006

CALL TO ORDER: Following due call and notice thereof, Mayor Morey called the meeting to order at 4:15 p.m. in the Council Room, City Hall.

ROLL CALL: Members present: Mayor Michael J. Morey; Council Members Paul Fisch, Randi Vick, Gary Klug and Robert Standish. Members absent: None. Consultants and City staff present: Shannon Sweeney and Robert L. Nelson. Visitors present: Gary Lauden, Terry Nelson, Ann Thompson, Rick Frank, Gary Bubbers, Tom Saul, LeRoy Rud, Margie Rud, Bob Link, Harley Meiners, Bob Scanlan, Arlyn Pohlman, Arnold Fruechte, Bob Hill, Patricia Hill, Gregg Bulman, Gene Tessmer, Norman Oseth, Glenn Meiners, Mike Staggemeyer, Leneord Ranzenberger, Helen Augedahl, Chad Augedahl, David Augedahl, and Kermit McRae.

BUSINESS ITEM:

A. COMPREHENSIVE PLAN: Mayor Morey, understanding that the topic of annexation was the primary cause of this meeting, asked Shannon Sweeney, Consultant, David Drown Associates, to explain references to annexation used in the Comprehensive Plan. Mr. Sweeney informed the assembly that the references to annexation did not indicate in any manner an immediate interest in annexing properties to the City Of Caledonia. He referred to the letter requesting the County and Caledonia Township to consider reserving a 1,000 foot wide corridor bordering STH 44/76 from the south city limits to the south section line of section 24, Caledonia Township. The City petitioned Caledonia Township to reserve this corridor for a Highway Business District as opposed to residential or other uses. Mr. Sweeney commented that another reference to annexation regarded extension of City utilities to areas outside the municipal limits. The restriction suggested that utilities would not be extended to areas which were not in the corporate limits, unless annexation was accomplished. Kermit McRae, Chairperson, Caledonia Township, who requested this meeting and contacted the multi parties concerning the annexation intent of the City Of Caledonia, submitted a 3 page document containing recommended amendments to the draft Comprehensive Plan. Mr. McRae commented that these recommendations were intended to foster cooperation and alleviate the threatening language of annexation in the referenced sections of the City's Draft Comprehensive Plan. Tom Saul, stating his attendance as a member of Ma Cal Grove Country Club, concurred with Mr. McRae, commenting that the Ma Cal Grove Country Club had contacted the City, requesting payment for storm water drainage damage to the country club property, receiving a negative response. Mayor Morey commented that the wording of the comprehensive plan was not intended to be threatening and indicated willingness to review the document submitted by Mr. McRae and address issues at further meetings as requested. Rick Frank, Environmental Services Director, Houston County, will schedule meeting dates convenient to Houston County, the City Of Caledonia and Mayville and Caledonia Townships.

ADJOURNMENT: There being no further business, a motion to adjourn was made by Mayor Morey and seconded by Member Vick. All members voted in favor, the motion was declared carried and the meeting then adjourned at 5:05 p.m.

Michael J. Morey, Mayor

Robert L. Nelson
City Clerk - Administrator